



North Mountain Gun Club

Range Operating Instructions

Introduction

Range Operating Instructions are an important requirement for all ranges. They physically describe the range and detail the usage conditions for which the range was designed. In accordance with Section 7 of the SC&SR Regulations all range users must read the Range Operating Instructions, or be informed of their content. All range users must be fully familiar with range operating procedures. The Range Operator will keep a record (annex “A”) attesting to the fact that individual range users and the Range Officer(s) have read and understood the Range Operating Instructions. A copy of the Range Operating Instructions shall be available to all range users and Range Officers at the range site.

Aim

The aim of the Range Operating Instructions is to promote safe range operations, and to protect the shooters and the non-shooting public alike from potentially hazardous and preventable incidents or activities. The Range Operating Instructions have been prepared with the intent of clearly describing to all range users and the range Officers the acceptable activities which will keep the range within the scope of the Range Approval. They also outline to all users and range Officers the major unacceptable activities which are not permitted on the range.

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1. General

- a. These Range Operating Instructions (ROIs) cover the use of the range facility for the North Mountain Gun Club (NMGC).
- b. The Range Operating Director shall ensure the range users and Range officers are made aware of any significant changes to the ROIs.
- c. NMGC Members will read and sign the ROIs at the beginning of the new membership year. (See Annex A)

2. Range Facility

- a. The Range is located at 1352 Stronach Mtn Rd, Forest Glade, Annapolis County, Nova Scotia, Canada.
- b. The range is 100 yards
- c. Approved firearms are:
 - i. Rifle
 - ii. Shotgun
 - iii. Handgun
- d. Maximum Approved Calibres
 - i. Rifle – Approved for all rifle cartridges up to and including template group.308 calibre. (As defined at App D of Range Design & Construction Guidelines, Sept 1999)
 - ii. Handgun – Approved for all handgun calibres and activities
 - iii. Shotgun – Approved for Slugs when shot into the backstop, when shooting skeet/trap type targets, shot must be size 7 ½ or smaller with direction of fire towards the backstop area.
- e. Approved Targets
 - i. Paper
 - ii. Clay
 - iii. Reactive metal and Silhouette Targets provided they are shrouded

3. Personnel

- a. Chief Range Safety/operating Director
 - i. Shall be responsible to the President for:
 - 1. For all range activities
 - 2. Safety training
 - 3. Coaching activities
 - ii. Shall have complete authority over all RSOs
- b. Range Safety Officer
 - i. The RSO has complete authority on the range property to conduct authorized shooting practices and matches.
 - ii. When three or more members are on the range, those present shall appoint a RSO, who must be a club member
 - iii. The RSO has the responsibility to supervise all personnel (shooting and non-shooting alike) present on the property and may have members and/or non-members removed at his/her discretion.
- c. New Members
 - i. All new members will be briefed and explained range operation before allowed to use the facility unsupervised.
 - ii. All new members must read a copy of the Constitution & Bylaws as well as the ROIs and sign as having read.
- d. Guests
 - i. Juniors and guests are the responsibility of the sponsoring member and must remain under the member's control at all times.
 - ii. The member must ensure that guests are aware of the Range Procedures and safety rules.
 - iii. The member shall supervise and be responsible for the conduct of their guests at all times while on range property.
 - iv. The member shall sign in all guests and ensure that the insurance fee is paid prior to shooting.
 - v. All guests shall be in possession of a valid Firearms License or remain under the immediate supervision of their sponsoring member at all times while in possession of a firearm.

4. Range Operations

- a. Flags
 - i. The “range in use” sign near the road entrance must be visible whenever shooting activities occur
 - ii. The RED flag, near the parking lot, must be flown when firing is being conducted.

- b. Targets
 - i. Only approved targets will be used on the range. Note: At no time shall glass, pop cans or similar targets be used on the range.
 - ii. All metal targets must be reactive (they must move or fall down when hit) and must be positioned at right angles to the direction of fire. All metal targets are to be shrouded to prevent spalling and ricochets.
 - iii. Airborne clay targets must be launched in the direction of the backstop, so that the arcs of fire will have the backstop behind it.
 - iv. All other targets shall be located in the shooter’s lane and will be placed in a manner to ensure that the backstop is directly behind the target.

- c. Log Book
 - i. The range has log Books which are to be signed by all range users. (see Annex B)
 - ii. Attendance records must be kept for each person using the range and submitted to the Range Operation Director.
 - iii. The Range has a separate log book for Guests. If Guests are present on the firing line they must be signed in, and have their insurance fee paid.

- d. Ammunition
 - i. All spent cartridge cases should be collected and disposed in the provided containers or removed from the range
 - ii. The use of tracer, incendiary, explosive or similar ammunition is prohibited.
 - iii. Only authorized calibres and types of ammunition may be used on the range(Section 2)

- e. Shooting
 - i. No shooting between sunset and sunrise.
 - ii. No shooting before noon on Sundays
 - iii. No shooting if target visibility is reduced to the dangerous point (ie fog)
 - iv. Loaded firearms shall never be left unattended
 - v. Coming to and from the firing line, firearms are to have actions open and unloaded and be completely clear of all ammunition.

- vi. All firearms placed on a firing line bench must have the actions open until made ready to fire
 - vii. In the event of a misfire during shooting, the shooter shall keep the muzzle of the firearm pointed downrange for a period of 60 seconds and inform the RSO(if present)
 - viii. Any shooter who finds their firearm to be defective shall notify the RSO immediately (if present).
 - ix. Any shooter on the firing line must/can call a cease-fire at any time that they observe an unsafe condition.
- f. Shooting Priority
- i. Monday, Tuesday, Thursday, Friday and Saturday will be Pistol and Rifle priority days. If the range is being used for these purposes, shotguns may not be used until the pistol or rifle users are finished.
 - ii. Wednesdays and Sundays will be Shotgun priority days. If the range is being used for this purpose, pistols and rifles may not be used until the shotgun users are finished.
- g. Firing Line
- i. The default firing line is the covered firing line which includes the 8 established the prone position(8) and the tables (1-7).
 - ii. Upon agreement with the RSO and other members present, the firing line may be moved forwards towards the backstop. When the firing line is moved forwards in this manner:
 - 1. A table shall be placed to mark the new firing line
 - 2. The Safety line shall be assumed to be 1 meter back from the table
 - 3. The covered firing line shall only be used for spectators, no firearms shall be handled on those tables.
- h. Firing Line Commands
- i. The RSO shall be responsible for the shooting activities at the firing line and shall give the commands Commence Fire, and Cease Fire
 - ii. On a command of cease fire:
 - 1. All firearms are to be made safe, unloaded, laid down with the action locked open and visible.
 - 2. All personals shall step back across the safety line
 - 3. If present, the RSO shall inspect all firearms and declare them safe.
 - iii. No person shall be permitted forward of the firing line without the express permission of the RSO (if present), and only after a cease-fire has been called and all firearms declared safe. No person shall approach a shooting

bench or handle a firearm or ammunition during a cease-fire until cleared by the RSO.

i. Explosives

- i. The detonation of explosive devices is prohibited on the range property.

j. Firearm Storage Area

- i. When firearms (long guns) are brought to the range, they are to be rendered safe and placed in the safe area
- ii. All handguns must be holstered or cased unloaded whenever they are not on the active firing line.
- iii. All guns are to be handled only by the owner, or their appointed user, and only in the safe area.

k. Safety Zone

- i. Safety zone is that area designed for specific firearms and calibres. These areas are out of bounds (no trespassing) and designed to contain overshot or ricocheting bullets.
- ii. Every reasonable effort shall be taken the Range Officer to ensure that the safety areas do not have people in it during range operation.

l. Hearing and Eye Protection

- i. Hearing and eye protection for shooters, spectators and range staff in near proximity to an active firing line is Mandatory.

m. Alcohol and Drugs

- i. Any person deemed by the Range Officer to be under the influence of alcohol or drugs will not be permitted to shoot, and will be asked to leave the range facility if they present a risk.
- ii. There shall be no consumption of alcohol at the Range.

n. Smoking

- i. Smoking is not permitted on the firing line.
- ii. Smoking is permitted only in designated areas.
- iii. All smoking materials (butts, etc) are to be disposed of in the containers provided.

o. Completion of Shooting

- i. It is the responsibility of the member to ensure that any item they may have used while shooting is returned to its proper storage area (ie target

frames/stands/targets/etc) and brass is cleaned up. Garbage is to be packed out.

- p. Compliance with Directives
 - i. Failure to follow any range rules may result in disciplinary measures, suspension of shooting privileges or dismissal from the club/range.
 - ii. Any person who deliberately fails to handle and/or discharge firearms in a safe and legal manner shall be removed from the range property immediately. Violations may result in suspension of range privileges and the termination of their membership.

5. Emergency Information

- a. Emergency Phone Numbers
 - i. Ambulance 911
 - ii. Fire 911
 - iii. RCMP 911
 - iv. RCMP Inquiries: 902 825-2000
 - v. Poison Control: 1-800-565-8161

- b. Hospitals
 - i. Soldier's Memorial Hospital (Travel Time 15 min)
462 Main St, Middleton
902-825-3411

 - ii. Valley Regional Hospital (Travel Time 45 min)
150 Exhibition, Kentville
902-678-7381

Annex A

Members Shall Sign for having read and understanding of these Range Operating Instructions.
This is an annual requirement, and the Annex will be replaced each year. Attach additional Pages as required.

Date	Membership #	Name	Signature

